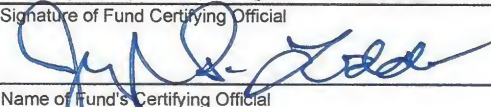


# REIMBURSABLE WORK AUTHORIZATION

1A. Work Request/RWA Number (GSA Use Only)		1B. Amendment Number (see instructions)		The authority for this agreement is the (select as appropriate): <input checked="" type="checkbox"/> 40 U.S.C. § 592(b)(2) - Non-Economy Act (default). <input type="checkbox"/> 31 U.S.C. § 1535 - Economy Act. <input type="checkbox"/> Other, Please list here:	
2A. Requesting Agency Name U.S. Small Business Administration				4A. Agency Project Contact Name Daniel Hoke	
2B. Bureau Name				4B. Agency Project Contact Phone 202-205-6624	
2C. Agency Bureau Code (if known) 07300				4C. Agency Project Contact E-Mail daniel.hoke@sba.gov	
3A. Primary Work Location Address (or GSA Building Number, if known) 409 3rd Street, SW Washington, DC 20416				4D. Agency Project Contact Address U.S. Small Business Administration 409 3rd Street, SW Washington, DC 20416	
3B. Room Number/Specific Location in Facility 7th Floor				4E. Agency RWA Mailbox (if applicable)	
5. Description of Requirements (if attachments provided, please identify them below) Soundproofing wall (The preliminary scope of work is incorporated by reference)				6A. Agency Finance Billing Office Address # 1 Denver Finance Office	
7. Requested Service Period (severable services only) A. From _____ B. To _____ 8. Amendment RWA amendment provided to change total authorized amount by \$ _____ from \$ _____ to \$ _____				6B. Address # 2 721 19th Street, Room 326	
				6C. City Denver	
				6D. State CO	6E. ZIP Code 80202
				6F. Agency Billing Contact E-Mail Address kimberlee.maloney@sba.gov	
				9A. Agency Location Code (leave blank if non-IPAC or using purchase card) ALC 73000	
				9B. BOAC/Account Code (if known) 73820F	
				10A. Billing Type (See Instructions) IPAC	
				10B. Billing Terms (See Instructions) Monthly	
				11. Agency/Customer Business Partner Network/Data Universal Numbering System Number (BPN/DUNS) 003479748	
12A. Agency Fund Year	12B. Appropriation Fund Type	12C. Expiration Date of Obligational Authority	12D. Treasury Account Symbol (leave blank if non-IPAC)	12E. Agency Accounting Data	
2017	Annual	09/30/2017	073.2017.2017.0100.000	1717.70100DA.303040.100000. 610001.3030003	
				12F. Agency Certified Amount \$25,312.76	
12Z. If applicable, enter the Total Agency Certified Amount from any attached sheet(s) here					
If this is an amendment, please identify the old and new amounts in Block 8 accordingly.					
13. Total Agency Certified Amount				\$25,312.76	
14A. Funding Agency Code (FPDS) 7300	14B. Funding Office Code (FPDS) 735100	15. Agency/Customer Order Number 1750		16A. Fiscal Station Number (DoD ONLY)	
16B. Requisition Identification Number 1303040R043		17. PEGASYS Document Number (PDN) and Line Number - GSA Interfund Customer Use Only - enter values as PDN-PLN (e.g. IX123456-01) A. _____ B. _____ C. _____ D. _____			

## CUSTOMER FUND CERTIFICATION

By its signature below, the Requesting Agency certifies (a) that all special funding and procurement requirements of the Requesting Agency, including statutory or regulatory requirements applicable to the funding being provided by the Requesting Agency, have been disclosed to GSA; (b) that all internal reviews/approvals required by the Requesting Agency prior to placing this RWA with GSA have been completed; (c) that the Requesting Agency has a *bona fide* need in the current fiscal year for the work described in this RWA; (d) that the funds identified by the Requesting Agency in this RWA are legally available for further obligation and expenditure by GSA in furtherance of the work described in this RWA; and (e) that the Requesting Agency accepts the General Terms and Conditions set forth on page 3 of this RWA. Further written assurances regarding funding availability may be required depending on the facts and circumstances of individual requests.

18A. Signature of Fund Certifying Official 		18B. Date 8/31/17
18C. Name of Fund's Certifying Official Joseph P. Loddo, COO		18D. Certifying Official's E-Mail Address joseph.loddo@sba.gov
18E. Telephone Number of Certifying Official		

NOTE: The General Services Administration will bill the Requesting Agency in accordance with Federal Management Regulation (41 CFR) Section 102-85.195. It is anticipated that the Agency Certified Amount provided in Block 13 will be sufficient to complete the work requirements of the Requesting Agency. If an unforeseen circumstance arises during performance of the work that increases the cost of the work such that the funds provided by the Requesting Agency will be insufficient to complete the work requested under this agreement, GSA will see an amend RWA from the Requesting Agency for additional funding that is legally available to fund antecedent liabilities prior to incurrence of costs above the Agency Certified Amount in Block 13. Incremental funding of RWAs is not permissible.

GENERAL SERVICES ADMINISTRATION

GSA 2957 (REV. 9/2016)

Work Request/RWA Number  
(GSA Use Only)

Amendment Number (see instructions)

**FOR GENERAL SERVICES ADMINISTRATION USE ONLY**

19. Project Control Number (PCN)	20A. Performing Organization Code	20B. Office Symbol	20C. REXUS Lease Project Number	20D. REXUS Lease Number
20E. Budget Activity (Check One) <input type="checkbox"/> PG53 <input type="checkbox"/> PG61 <input type="checkbox"/> PG80	20F. ePM Project Number		21. Estimated Initial Contract Award Date	

22. Brief Project Description

23. Action (Check one) <input type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Cancelled <input type="checkbox"/> Financially Closed	24A. Type of Requirements
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24B. RWA Category (select one or more items from only ONE of the two categories; to select multiple items use the CTRL key; upon moving to the next block the pull-down menu will close and only display your selections)

25A. Organization Code	25B. Building Number	25C. Function Code	25D. Object Class	25E. Line Amount

25Z. If applicable, enter the Total Line Amount from any attached sheet(s) here

26. Grand Total \$

27A. GSA Project Contact Name

27B. GSA Project Contact Phone Number	27C. GSA Project Contact E-Mail Address
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28A. GSA Approving Official's Signature	28B. Date
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28C. GSA Approving Official's Phone Number	28D. GSA Approving Official's Name
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28E. GSA Approving Official's E-Mail Address	29. Seller/General Services Administration Business Partner Network/DUNS Number (BPN/DUNS)
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**RWA COMPLETION AND CLOSEOUT INFORMATION**

30A. Substantial Completion Date	30B. Financial Closeout Date (Term Date)
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## WOC LLC

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409 3<sup>rd</sup> Street SW, Suite 310 / Washington, DC 20024  
(202) 646-0325

August 30, 2017

Jeff Johnson  
Lease Administration Manager  
Potomac Service Center  
U.S. General Service Administration  
Jeffery.m.johnson@gsa.gov

**BY EMAIL**

Re: Request for Proposal  
SBA, 409 3<sup>rd</sup> Street SW,  
Lease No. GS-11B-12508  
SBA Sound Proofing Wall

**Award Letter Should Be Issued To: FEIN: 73-1032203 DUNS: 078569192**

Dear Mr. Johnson:

Below is our proposal for SBA Sound Proofing Wall, FY 2017.

Our proposal is in accordance with the FEDERAL ACQUISITION REGULATION, FAR 15-804-2, as stipulated in the Lease.

The total cost is \$22,425.00. Twenty two thousand, four hundred and twenty five dollars and 00/100 cents (\$22,425.00) for the following:

<b>SBA Sound Proofing Wall, FY17</b>	<b>\$19,500.00</b>
<b>Lincoln Property Company 15% Admin Fee</b>	<b><u>\$ 2,925.00</u></b>
<b>Total Cost</b>	<b>\$22,425.00</b>

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## PERFORMANCE REQUIREMENTS:

1. All materials and workmanship shall be in accordance with current applicable federal and District of Columbia codes, regulations and good industry practices.
2. Contractor shall perform work between the hours of 6:00 PM and 6:00 AM, Monday through Friday, excluding Federal Holidays.
3. Contractor shall remove all trash or debris generated by this work from the working area on a daily basis. The Governments trash receptacles may not be used to dispose of any debris from this job.
4. Contractor shall provide a Certificate of Insurance, indicating that the proper liability and Workmen Compensation coverage is being carried as required by law.
5. Contractor shall provide a warranty for all work, materials, parts, labor and equipment provided under the Scope of Work for a minimum of one year for the adjustments, repair or replacement if any of the above mentioned is found to be defective for a one year period. The contractor at NO ADDITIONAL AMOUNT TO THE GOVERNMENT shall perform any warranty services.
6. Contractor shall have the sole responsibility of visiting job site for the purpose of verifying and or determining all of the above mentioned model numbers, specifications, pipe sizes and equipment locations listed in this Scope of Work.
7. This Scope of Work serves as formal notification to all Contractors, their immediate Sub-Contractors and or subordinates, that the above Scope of Work has been fully reviewed by all parties entering into contract inclusive thereof a site visitation for the purpose of visually inspecting and verifying all of the above-mentioned items included in this Scope of Work. Contractor must bring up any and all concerns, latent or otherwise fourth in writing.
8. Consummation of final contract documents binds the awarded Contractor to a firm and fixed contract price. All parties agree that there will be no amendments, change orders or alterations to firm fixed price, unless agreed upon by the Governments Contracting Division. The agreed upon contract, Scope of Work, fixed price, terms and conditions stand without exception.

If you have any questions, please call me.

Thank you,  
LPC Commercial Services, Inc.  
Managing Agent for Owner WOC LLC



Calvin Warren  
Property Manager



"A Commitment to Excellence  
in Construction Management"

August 25, 2017

**SBA Headquarters**

409 3<sup>rd</sup> Street SW  
Washington, DC

Attention: Mr. Floy Rodriguez

Reference: Proposal: # VI- 17001: Construction Pricing  
Sound Proofing Wall

V.I. Management Group, LLC is pleased to submit for your review and consideration, our proposal for the demolition of the fourth-floor office spaces.

In accordance with your request, this proposal includes pricing for:

**Sound proofing of office space.**

1. Work to be performed after hours.
2. Remove drywall at office separation wall. Approximately 40 lf.
3. Install insulation at office separation wall. Approximately 40 lf x 9'high.
4. Install one layer of 1/2" drywall & one layer of 3/8" drywall for sound barrier drywall.
5. Adjust all electrical outlets for new depth of drywall.
6. Adjust ceiling tiles for new layer of drywall.
7. Patch, tape, spackle and sand.
8. Install base molding
9. Paint area of work

**Cost:**

Labor: ..... \$12,200.00  
Material: ..... \$4,500.00  
Subtotal:.....**\$16,700.00**  
OH/P: .....\$2,800.00  
Total: ..... **\$19,500.00**

Specifically EXCLUDED in the above proposal are the following:

1. Bond
2. Shutting off systems (electrical, water, plumbing).
3. Patching of flooring and vinyl bases.
4. Any structural work.
5. Inspections.

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10451 Mill Run Circle, Suite 400  
Owings Mills, Maryland 21117  
(O) 410-654-3359  
(F) 877-734-8588  
[info@vimanagementgroup.com](mailto:info@vimanagementgroup.com)



"A Commitment to Excellence  
in Construction Management"

6. Wage Scale.
7. Lumber carpentry.
8. Weather protection.
9. Temporary Water and Electric.
10. Multiple Mobilizations.
11. Any work not specified on the drawings/spec's and walkthrough

We appreciate the opportunity to once again provide our services to SBA. Please do not hesitate to contact us should you have any questions, concerns or need additional information.

Sincerely,  
***V.I. Management Group, LLC***  
***Rernard A. Baker***  
Rernard A. Baker  
President / CEO